

- THE END OF DAY OPTIMISER -

Maintaining optimum state, clarity and productivity levels are crucial to your success.

At the end of the day, you get paid based on your output, not your “potential”.

“Potential” implies that smart or talented people should almost be entitled to success. That is not how it works in reality.

Success comes to those who create it, and those who get MORE important work done than those who don’t.

“Coulda, woulda, shoulda” don’t put runs on the board.

Taking ACTION does.

Taking action in your team starts with you, you need to create a culture of taking massive action.

The End of Day Optimiser is a 2-3 minute exercise for you as the business owner to complete. It is designed to make taking action, executing every single day a habit for you.

First start by celebrating your daily progress, before reflecting and refocusing your attention to what needs to be complete and what’s next.

Diarise to do The End of Day Optimiser at the same time every day and NEVER miss it.

Name: _____ Day: _____ Date: _____

Wins for the day (*what are your wins for today, no matter how big or small all progress matters*)

Do you have any incompletes? *(if so, what are they, when will you do them?)*

Did I run all the team meetings today? *(and how well did you run them?)*

What is the #1 behavioural shift I am working on right now? *(and how did you make progress with this?)*

Goals for tomorrow *(what would make tomorrow a success for you?)*
